

TOWN OF JEROME, ARIZONA

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MINUTES

SPECIAL MEETING OF THE JEROME TOWN COUNCIL JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS WEDNESDAY, OCTOBER 2, 2013 AT 2:30 P.M.

ITEM #1:	CALL TO ORDER/ROLL CALL			
	Mayor/Chairperson to call meeting to order.			
	Town Clerk to call and record the roll.			
	Mayor Nikki Check called the meeting to order at 2:31 p.m.			
	Town Manager/Clerk Candace Gallagher called roll. Present at roll call were			
	Mayor Check, Vice Mayor Lew Currier, and Councilmembers Anne Bassett and			
	Randall Hunt. Councilmember Phinney was absent.			
	Also present at roll call was Zoning Administrator Carmen Ogden.			
ITEM #2:	INTERVIEWS WITH APPLICANTS FOR ZONING ADMINISTRATOR			
	Council will interview three applicants for the position of Zoning Administrator:			
	Rebecca Borowski (2:30 p.m.), Steven Brown (2:50 p.m.) and Dallas Taylor (3:10			
	p.m.). Following the interviews, they may enter into executive session, pursuant to			
	A.R.S. §38-431.03.A.1, for the purpose of discussion with the Town Manager regarding the applicants, and may opt, upon reconvening into open session, to make an appointment to that position or schedule additional interviews.			
	Council interviewed the three applicants listed above.			
	Rebecca Borowski			
	Resides in Rimrock, AZ; Grew up in a small town in Maine.			
	Currently a student at NAU, seeking B.A. in Geographic Science and			
	Community Planning, with an emphasis in Community Planning &			
	Development; Will be graduating in December 2013. Meanwhile,			
	available during business hours.			
	 Completed an internship in August with Yavapai County Development 			
	Services, Planning & Land Use Unit.			
	Ms. Ogden reported that Ms. Borowski has received unsolicited			
	accolades from her former professors, as well as the Yavapai County Planning Director, with whom Ms. Ogden had spoken.			
	 No grant writing experience, but strong writing and research skills. 			
	 Would hope to be employed in Jerome for many years. 			
	 Historic preservation and protection are important to her. 			
	 Would approach enforcement first from an educational standpoint, 			
	rather than use "strong arm" techniques.			
	The Mayor noted that in Jerome, zoning violations are criminal			
	offenses, and expressed her agreement with this initial			
	approach.			
	 Ms. Borowski asked Council about the working climate here, and the 			
	biggest challenges she might face.			
	 She was told by Council that Jerome is a great entry level 			
	opportunity for on-the-job training, that we have a "solid			
	staff," good ambience, and that Ms. Ogden has gotten the	Sponsored by Mayor		
	records a lot more organized than they had been in the past.	Nikki Check		
	 Mayor Check informed her that the biggest challenge may be "a very civically engaged population," and the need to 	Discussion; Possible Action		
	a very civically engaged population, and the fleed to	/ Chori		





weigh emotions vs. legalities. Ms. Ogden stated, "Nothing conforms here ... every day is a challenge." Vice Mayor Currier said that the town's history of enforcement is a challenge. "We've broken the rules too many times," he said, "and it's hard now to enforce."

Steven Brown:

- Resides in Prescott, AZ: has a home in Clarkdale
- Currently self-employed as a GIS and Planning Consultant; would require 30 days notice, as he is currently contracted out for 29 hours/week.
- Served as Zoning Inspector for Coconino County, Community
 Development Director for Clarkdale, Tribal Planner for tribes in Oregon
 and Arizona, Assistant Planning Director for City of Keene, Town
 Planner for Montague, and Water Resource Planner for AZ Dept. of
 Water Resources
- B.S. in Urban Design, ASU
- 25-year member of AICP (American Institute of Certified Planners)
- Assisted with General Plan update in Clearwater, FL
- Successful grant writer
- Would be willing to stay on for two or three years, if there is a clear understanding regarding the terms of his employment here
- He has reviewed the Town's Smart Growth Scorecard, and "has a good idea of where Jerome is at and where it is going."
- When asked about vacation rentals, stated that they have had some problems with them in Coconino County, but they are also an economic boon for those who are struggling.
- <u>May</u> be willing to accept the current pay scale (\$30,000 to \$32,000/year) if he works only 32 hours/week.

Dallas Taylor:

- Resides in Camp Verde, AZ, and would commute.
- Currently employed as an independent insurance adjuster. Would prefer to "move inside," as he sometimes spends 10 hours a day on rooftops. Would like to find employment where he could stay for a long time.
- Licensed Building Inspector, Plan Reviewer, and Insurance Adjuster.
- Has also been an artist and a musician.
- Served as Building Inspector and Code Enforcement Officer for Camp Verde (2006-2008). Helped build up the Design Review process there.
- Feel that "consistency is key."
- Experienced in compliance issues and conflict resolution. Prides himself on ability to achieve compliance without confrontation.
- Helped rewrite the sign code in Camp Verde.
- Would approach enforcement using an "iron fist in a velvet glove."
- Mr. Taylor had several questions for Council:
 - He asked Council how zoning issues come to our attention. He was told that it is generally complaint driven, and that not many complaints are anonymous.
 - He asked if zoning violations are civil or criminal. He was told that, under our Code, they are criminal violations. He stated that this is a "good tool." Mayor Check pointed out that this has actually hindered enforcement.
 - He asked what the primary zoning issues are in Jerome. Ms.
 Ogden stated that most of the calls are regarding signs, or demolition without a permit.

	that, currently, it is primarily o preparations, phone calls, m	She noted that there is still a lot	
ITEM #3:	OCTOBER 8 REGULAR MEETING AGENDA Mayor Nikki Check will not be able to be presen meeting. Council will discuss the proposed agen Mayor's anticipated absence, and may direct sa future meeting. Mayor Check explained that she will be doing October 8 and will not be able to attend the that date. She would like to postpone discuss scheduled to be on that agenda until a specishe can be present. At this time, Vice Mayor Currier suggested the following the executive session, and all were seed below for the continuation of that discuss	and a for that meeting in light of the taff to postpone certain items to a TV segment on the evening of regular meeting scheduled for ion of certain items tentatively ial meeting on October 15, when at this discussion be resumed generally in agreement.	Sponsored by Mayor Nikki Check Discussion; Possible Direction
3:50 p.m. 4:42 p.m.	Council will enter into executive session, pursuar for the purpose of consultation with the Town At telephonically, regarding vacation rentals. No for regard. Motion: Councilmember Bassett moved session. The motion was seconded by V by a vote of 4 ayes and no nays. Council was agreed that discussion of the following items but at a special meeting to be set for October 1 The second reading of Ordinance 405, round 100 on the discussion regarding the reestablishing Development.	torney, who may participate ormal action will be taken in this of that Council go into executive fice Mayor Currier, and approved cilmember Phinney was absent. Continued regarding Item #3. After a ms would not take place at the Oct 5 at 7:00 p.m: Regarding vacation rentals Regarding conditional use permits	ober 8 meeting,
17514 #5	Staff was directed to place these items on the C	October 15 agenda.	
ITEM #5: 4:57 p.m.	ADJOURNMENT Motion: Upon motion by Councilmember Bassett, seconded by Vice Mayor Currier unanimously approved, the meeting was adjourned at 4:57 p.m.		
Transcribed and edited by Town Manager/Clerk Candace Gallagher. APPROVE:		ATTEST:	
Nikki Chec	k, Mayor	Candace B. Gallagher, CMC, Town Ma Date:	nager/Clerk